

Meeting Minutes

June 27, 2002 Prevailing Wage Advisory Committee

Attendees:

1. Prevailing Wage Business and Labor Committee Members. Kathleen Garrity (Associated Builders and Contractors), Peter Coates (King County Building Trades), and Grant Alexander, attending for Alan Darr (Operating Engineers).

2. Public Agency Participants. Chuck Moser (Grant County PUD), and Craig McDaniel (Department of Transportation), Jim Justin (Association of Washington Cities).

3. L&I Staff. Patrick Woods, Ernie LaPalm, Rich Ervin, Jim Christensen, Cindy Hanson, Mike Ratko, Steve Pierce, Mike Johnson and Josh Swanson

4. Other Participants. Dick Springer, Otto Herman, Tom Lash, Philip Lindquist, Troy Andrews, Larry Boyd, and Ron Roberts

Agenda Item	Discussion	Action	Date Due
Introductions and Opening remarks	<p>The meeting began with L&I thanking committee members for their participation and support.</p> <p>Steve Pierce, Public Affairs, and Mike Johnson, Economic Analyst with Prevailing Wage, were introduced to the Committee.</p>		
Committee composition and ground rules.	<p>L&I distributed a handout addressing meeting administration and meeting expectations.</p> <p><u>Meeting Administration:</u></p> <ul style="list-style-type: none"> Meetings will occur on the third Thursday in the months of September, December and March. However, the department may request that meetings be held more or less frequent, if necessary. Meeting schedule will be made available and posted on the Internet for the ensuing 12-month period. Sub-committee meetings occur according to the business plan and need of the sub-committee to address and assignment/task given by the full committee. Items recommended for the agenda should be provided to Rich Ervin at least two weeks before the scheduled meeting date. (E-mail: ervin235@lni.wa.gov; fax 902-5300- 90253005300; 	<p>1. Meeting Dates. Meetings will occur on the third Thursday. The next scheduled meeting is September 19, 2002 (9am to 12 p.m.) at Labor and Industries in Tumwater.</p> <p>The meeting dates will also be posted on the Internet.</p>	7/30/02

<p>Act on May 8, 2002 Meeting Minutes</p>	<p>ervi235@lni.wa.gov; fax 902-5300; or address PO Box 44510, Olympia, WA 98501-4400.</p> <ul style="list-style-type: none"> • Meeting agenda and informational materials should be provided to the Prevailing Wage interested parties list at least one week before the regularly scheduled meeting. • Minutes will be provided to the interested parties list no more than two weeks after the regularly scheduled meeting. <p><u>Meeting Expectations:</u></p> <ul style="list-style-type: none"> • L & I will facilitate the meeting. • Meeting should start on time and end early if at all possible. • Agenda is the map for business to be discussed at the meeting. New business may be suggested, but it will be scheduled for discussion at the next meeting to allow committee members an opportunity to prepare. • One person should speak at any given time. • Everyone is encouraged to be candid and direct, while also being mutually respectful. • Everyone is encouraged to listen carefully to others' views. • The advisory committee is for advisory purposes only. This is not a voting committee, though at times the department may seek consensus. • Members should support decisions made where consensus is reached. <p>A request was made that if L&I did not agree with Committee consensus, that the Committee be advised.</p> <p>A correction to May 8, 2002 meeting minutes was discussed Kathleen Garret stated it was her understanding that only two representatives, instead of three, from business and labor would be provided for the purpose of addressing issues and concerns with WAC 296-127-018.</p>	<p>Correct minutes to indicate Ms. Garrity and Mr. Boatwright will each provide two individuals to L&I that should participate in the WAC 018 discussions.</p>	
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<p>WAC 296-127-018 Material Suppliers And Scope of Work Descriptions</p> <p>Fiscal Overview Fiscal history FY03 forecast</p> <p>Other business:</p>	<p>In response to the Committee's request, L&I distributed a handout showing the hours and employers captured in a recent survey and the percentage of the market that the surveys represented.</p> <p>A question was asked if the department could identify counties with no response rate. L&I will provide this information at the next meeting.</p> <p>L&I distributed a handout outlining the departments proposed schedule for completing the tasks involved in the repealing and replacing WAC 296-127-018, as well as changes associated with the scope of work descriptions.</p> <p>In response to the Committee's request for more historical and prospective (future expectations) budget information, L&I provided two documents. The first indicating allotment, expenditures, revenues and fund balance on a monthly basis for FY02 and an annual program fiscal history covering FY96 through FY 01. The second indicating allotment, expenditures, revenues and fund balance for FY03 as well as a monthly prevailing wage projected fund balance covering 6/02 though 6/03</p> <p>The department reported that 9% of Intent and Affidavit forms received for processing are coming in from contractors using the internet application.</p> <p>The department stated its willingness to provide training for contractors in using the internet application. Kathleen Garrity said she would be happy to distribute the department's informational flyer explaining the internet application. Steve Pierce said that he would e-mail the flyer to her.</p> <p>In discussing ways the department could expand use of the internet, Chuck Moser and Tom Lash will work together to see what ideas they can come up with.</p>	<p>L&I will provide the requested information identifying counties with no response rate.</p> <p>Add public agencies to the list of stakeholders.</p> <p>E-mail internet application flyer to Kathleen Garrity</p> <p>Progress check at next meeting</p>	<p>9/19/02</p> <p>7/1/02</p> <p>9/19/02</p>
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<p>Subject matters for next meeting:</p>	<p>Regarding the mail process, twenty five percent of the forms received are still coming from contractors using the old Intent and Affidavit forms. Rich stated that the department is internally extending the deadline for contractors to stop using the old Intent and Affidavit forms until September. At this point we may refuse to process Intents and Affidavits submitted using the old forms. The original deadline regarding the form change sent to contractors was July 1.</p> <p>A request was made that all committee members be provided with a copy of the Employment Standards Program Field Operations Manual for Industrial Relations Agents. L&I agreed to provide committee members with a copy of the manual.</p> <p>Rich indicated that the manual would be of limited interest to people outside the agency, and that the manual is dynamic, in that it is constantly changing as we revise procedures. For these reasons he suggested that committee members be careful about distributing copies to others.</p> <p>Discuss Posting requirements for Intents and what enforcement action, if any, the department can take when a contractor does not post the Intent.</p> <p>Modular construction discussion.</p> <p>A request was made for a discussion or flow chart showing the process for investigating a complaint, covering when a complaint is received until closure or referral to the Office of the Attorney General.</p>	<p>Ensure Committee Members receive a copy of the Field Operations Manual for Industrial Relations Agents.</p>	<p>7/19/02</p>
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